



CDSS

CALIFORNIA
DEPARTMENT OF
SOCIAL SERVICES



Child Care Advocate Program

TSEV ZOV MENYUAM KEV NTSUAM XYUAS YUS TUS KHEEJ



QHOV CHAW TSO CAI RAU ZEJ TSOOM ZOV MENYUAM

APab ua kom muaj kev thajyeeb, nyabxeeb, thiab
kev txhawb zej tsoom txoj kev saib menuam

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TSEV ZOV MENYUAM **KEV NTSUAM XYUAS YUS TUS KHEEJ**

Daim qauv qhia kom yus txawj ntsuam xyuas yus no yog tsim los pab nej kom nej txawj ntsuam xyuas lub chaw luag zov nej tsev neeg tej menuam. Yog tias nej siv qhov qauv no, nej yuav muaj cuab kav nrhiav pom tau tej teeb meem thiab nej nej thiaj paub kho rau. Raws li lawv cov neeg ua hauj lwm uas twb muaj daim ntawv pov thawj tso cai lawd tshawb pom thaum lawv mus ncig xyuas mas daim qauv qhia no yeej teev yua luag txhua txog cov chaw uas txeev muaj teeb meem tshaj plaws. Nyem nqe lus twg ces maim rau qhov lus ua hais tias muaj, Tsi muaj, Tsi tau hais txog, uas yog nej qhov lus teb phim tshaj plaws txog nej tsev neeg qhov chaw zov menuam.

Ntawm no tseem tsi tau teev txhij txhua raws li cov cai ntawm kev tso txoj cai. Nws muaj ntau yam ua ke nyob rau hauv, tiam sis nws tsi yog hloov tau cov cai. Thaum tus neeg muaj ntawv pov thawj tso cai tuaj xyuas, nws yuav xyuas ntau yam tshaj li uas tau muaj nyob hauv daim qauv no. Koj yuav tau mus tshawb xyuas cov cai zov menuam no kom txaus raws kev cai tau teev tseg tias yuav tsum muaj.

KEV THAJ YEEB NYOB HAUV KOJ LUB TSEV **(Txoj cai qib 102417 thiab 102424)**

TSIS TSIS TAU **MUAJ MUAJ HAIS TXOG**

[] [] [] 1. Lub tsev tu huv si.

[] [] [] 2. Qhov cub ,qhov txos, qhov cub nte muaj daim qhov tshaus hlau thaiv.

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|-----|-----|-----|----|---|
| [] | [] | [] | 3. | Lub tsev muaj lub tua hluav taws, lub ceeb toom hluav taws uas puav leej ua hauj lwm. (Lub tua hluav taws yua tsum yog hom 2A:10BC) |
| [] | [] | [] | 4. | Lub tsev muaj lub xov tooj uas tseem ua hauj lwm. |
| [] | [] | [] | 5. | Muaj tus xov tooj siv ceev (Emergency), raug tshuaj lom (Poison) nyob ze lub xov tooj. |
| [] | [] | [] | 6. | Tsi pub kom menuam muab tau tej yam uas yuav lom tau lawv. Yam khoom lom muab xauv cia. Yam tshuaj tu tsev thiab ntxhua nkaub ncaws muab cia kom siab tsi pub menuam muab cuag. |
| [] | [] | [] | 7. | Cov riam phom tsi txhob ntsaws muas txwv thiab muab xauv cia kom deb menuam. Muas txws rau txhua yam phom muab xauv cia kom deb ntawm cov phom. |

TSEV ZOV MENYUAM
KEV NTSUAM XYUAS YUS TUS KHEEJ

KEV THAJ YEEB NTAWM KOJ LUB TSEV
(Txoj cai qib 102417 thiab 102424)

- | MUAJ | TSIS
MUAJ | TSIS TAU
HAIS TXOG | | |
|-------------|----------------------|-------------------------------|-----|---|
| [] | [] | [] | 8. | Cov tshuaj yuav tsum muab tso rau qhov menuam yaus muab tsis cuag. Tej tshuaj uas tso rau hoob dej los yuav tsum tso kom siab tib yam |
| [] | [] | [] | 9. | Chaw ua si nraum zoov los yuav tsum muaj laj kab xov. Yog tsis muaj laj kab xov, yuav tsum muaj ib tug neeg nrog cov menuam yaus txhua lub sij hawm thaum nyob sab nraud. |
| [] | [] | [] | 10. | Cov qeb ntaiv yuav tsum muaj rooj vag thaiv kom cov menuam nkag tau thiab cov menuam mus taus kev txhob poob. |
| [] | [] | [] | 11. | Pas dej da, lub rhawv dej sov, taub da dej kub, pas ntses thiab tej pas dej uas zoo sib xws li ntawd yuav tsum muaj ntaub vov losyog laj kab xov. Daim ntaub vov losyog cov laj kab xov ntawd yuav tsum pom zoo thiab tso cai los ntawm lub tsev ua ntawv (Licensing agency). (Cov laj kab ntawd yuav tsum muaj li 5 tshim siab (5ft)). |

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|-----|-----|-----|-----|--|
| [] | [] | [] | 12. | Tsis pub haus luam yeeb thaum zov menuam. |
| [] | [] | [] | 13. | Daim ntawv tsav tsheb tseem zoo. |
| [] | [] | [] | 14. | Cov tsheb yuav tsum khov thiab cov rooj yuav tsum txhob pub tshaj raws li txoj cai. |
| [] | [] | [] | 15. | Yuav tsum muab cov menuam mos zaum rau lub rooj ua rau menuam mos zaum thaum nyob hauv lub tsheb. |
| [] | [] | [] | 16. | Txhua tus yuav tsum tau sia siv duav. |
| [] | [] | [] | 17. | Cov khoom ua si yuav tsum huv, thiab yog cov haum rau lub hnub nyoog ntawm cov menuam uas yuav muab rau lawv ua si. Yuav tsum muaj khoom ua si kom txhua rau txhua tus menuam yaus. |
| [] | [] | [] | 18. | Cov su uas niam thiab txiv ntim rau lawv cov menuam noj ntawd, yuav tsum muaj tus menuam lub npe lo rau ntawm pob su thiab muab tso rau hauv lub tub txias (refrigerator) yog thaum yuav tsum tau tso. |
| [] | [] | [] | 19. | Tsis pub siv lub rooj zaum mus kev, lub rooj zaum ua paj pawg thiab lub rooj dhia paj paws, lub sij hawm zov menuam thiab muab cia qhov chaw menuam yaus ncav tsis cuag. |

TSEV ZOV MENUAM
KEV SOJ NTSUAM XYUAS YUS TUS KHEEJ

RECORDS NEEDED

Txoj cai qib 102370, 102384, 102416 thiab 102417

Koj yuav tsum tau khaws cov ntaub ntawv tseem ceeb kom ncaj ke rau hauv koj lub tsev ua thaum koj yuav siv thiaj li nrhiav tau. Cov licensing workers yuav thov saib koj cov ntaub ntawv thaum lawv tuaj saib koj thiab thaum cov niam txiv xav hloov losyog ntxiv ntaub ntawv txog lawv cov menuam.

- | <u>MUAJ</u> | <u>TSIS MUAJ</u> | <u>TSIS TAU HAIS TXOG</u> | | |
|--------------------|-------------------------|----------------------------------|----|--|
| [] | [] | [] | 1. | Koj muaj liability insurance los yog bond. |
| [] | [] | [] | 2. | Yog tias koj tsis muaj liability insurance los yog bond, koj muaj ntawv los ntawm cov niam txiv hais tias lawv paub tias koj tsis muaj liability insurance los yog bond. |
| [] | [] | [] | 3. | Muaj cov ntaub ntawv tsam muaj teeb meem ceev thiab daim ntawv tso cai kho mob rau txhua tus menuam. |

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|-----|-----|-----|-----|--|
| [] | [] | [] | 4. | Muaj ntaub ntawv hais txog kev npaj rau thaum muaj teeb meem hnyav. Muaj qhia thiab xyaum txog kev tiv thaiv thaum muaj hluav taws kub nyhiab thiab lwm yam teeb meem nyhav rau txhua txhua 6 lub hli. |
| [] | [] | [] | 5. | Muaj cov menuam koj saib xyuas txhua txhua tus lub npe. |
| [] | [] | [] | 6. | Pediatric CPR thiab first aid card muaj cia thiab muaj kev kawm txog noj qab haus huv. |
| [] | [] | [] | 7. | Muaj cov ntaub ntawv kuaj xyuas txhua txhua tus neeg paub tab nyob hauv tsev saib lawv puas muaj kev ua phem yav tag los, thiab kev tsim txom menuam. |
| [] | [] | [] | 8. | Them daim license txhua txhua xyoo. |
| [] | [] | [] | 9. | Muaj daim license. |
| [] | [] | [] | 10. | Tus license naj npawb(number) muaj nyob rau txhua txhua daim ntawv uas koj tshaj tawm. |

**TSEV ZOV MENUAM
KEV NTSUAM XYUAS YUS TUS KHEEJ**

**COV NTAUB NTAUV UAS YUAV TSUM MUAJ
(Txoj cai qib 102384, 102416, 102417 thiab 102370)**

- | <u>MUAJ</u> | <u>TSIS
MUAJ</u> | <u>TSIS TAU
HAIS TXOG</u> | | |
|--------------------|-----------------------------|--------------------------------------|-----|---|
| [] | [] | [] | 11. | Koj yog tus tswv uas muaj ntaub ntawv pov thawj.
- Yog tias lub tsev yog koj li losyog koj yuav, nov yog ib daim ntawv qhia txog tus tswv los yog daim ntawv them se.
- Yog tias xaub, nov yog ib daim ntawv qhia txog kev cog lus txog kev xaub. |
| [] | [] | [] | 12. | Niam thiab txiv ntawm cov menuam tau kos lawv lub npe rau ntawm Parents Rights (Niam-txiv kev muaj cai) . |
| [] | [] | [] | 13. | Tau qhia niamtxiv tias lawv muaj cai thuam tej uas lawv tsis txaus siab. |
| [] | [] | [] | 14. | Daim ntawv ceebtoom(Employee Rights) ntawm tus neeg ua dejnum tau kos npe tseg. |

[] [] [] 15. Yuav tsum luam cov ntaub ntawv tso cai thiab muaj cov ntawv hais txog kev tsis txaus siab rau niam txiv tau saib.

Yog koj saib xyuas ob tug menuam tshaj ntawd, thov ceev tseg cov ntaub ntawv uas tej zaum tus kхиav dej num yuav nug txog.

[] [] [] 16. Tau qhia rau cov niamtxiv tias koj saib xyuas ob tug menuam tshaj ntawd.

[] [] [] 17. Tus tswv ntawm lub tsev muaj ntawv tso cai kom saib tau li 8 los sis 14 tus menuam.

[] [] [] 18. Cov ntawv ua dejnum muaj nrog nraim koj daim ntawv tso cai.

TSEV ZOV MENYUAM
KEV NTSUAM XYUAS YUS TUS KEEJ

KEV TU THIAB SAIB XYUAS
(Txoj Cai Qib 102423 thiab 102417)

<u>MUAJ</u>	<u>TSIS MUAJ</u>	<u>TSIS TAU HAIS TXOG</u>		
[]	[]	[]	1.	Tsi pub menuam coob tshaj ib daim ntawv license tso cai rau.
[]	[]	[]	2.	Tus neeg pab zov menuam yuav tsum tuaj nyob ntaws yog thaum xav tau.
[]	[]	[]	3.	Muaj tus saib menuam txhuas lub sib hawm.
[]	[]	[]	4.	Tsis pub ntaus, npuaj menuam, tsis pub menuam noj, pws, thiab tsis pub mus tom hoob nab.
[]	[]	[]	5.	Cov menuam muaj mob lawm yuav tsum tau coj mus zov ib qho chaw txhob zov nrog cov tsis muaj mob.

XAV TSHUAJ TIV THAIV KAB MOB
(Txoj Cai Qib 102418)

MUAJ	TSIS MUAJ	TSIS TAU HAIS TXOG	
[]	[]	[]	1. Tag nrho cov menuam nej zov tau txhaj tshuaj tiv thaiv kab mob lawm.
[]	[]	[]	2. Tag nrho cov menuam nej zov tau txhaj tshuaj tiv thaiv kab mob raws caij nyog lawm.
[]	[]	[]	3. Niam txiv tau kos npe rau daim ntawv AKev ntseeg ntawm tus kheej (Personal Belief Affidavit)@

**YAM KHOOM SIV HAUV TSEV KOM TSIS TXHOB MUAJ TEEB MEEM RAU ME NYUAM
YAUS, TAB SIS TSIS MUAJ NYOB RAU HAUV LUAG TXOJ KEV CAI.**

Yam khoom raws li nram qab no, tsis muaj nyob hauv txoj kev cai tsev zov menuam, tabsis, tej zaum koj tseem txhaum nyob hauv luag txoj cai section 102417, yog pom hais tias tus menuam raug mob los ntawm tej khoom siv nyob hauv tsev. Tej yam nram qab no, yog tej yam Khoom uas yuav muaj tau teeb meem thiab ua tau rau menuam raug mob. Kuaj tag nrho koj lub tsev. Txhua lub tsev yuav tsis zoo ib yam, koj yog tus uas yuav tsum los soj ntsuam xyuas hauv koj lub tsev kom tsis pub muaj tej yam khoom uas yuav muaj taus teeb meem rau menuam.

MUAJ	TSIS MUAJ	TSIS TAU HAIS TXOG	
[]	[]	[]	1. Cov tub muaj cawv, hnab yas, thiab tej khoom ntse, xws li riam, losyog tej yam khoom me es menuam yuav nqos tau, yuav tsum muab xauv tseg.
[]	[]	[]	2. Cov qhov hluav taws xob (Electrical outlets) uas tsis siv yog tias nyob ze rau tej chaw menuam yuav kov tau yuav tau muab ntsaws rau.
[]	[]	[]	3. Cov ntaub tiag taw ntawm qhov rooj thiab hauv tsev dej, yuav tsum yog tej yam ntaub uas tsuj tsis txhob swb.

- [] [] [] 4. Txhuas tus menuam yuav tsum nyias muaj nyias txoj phuam ntxuav muag thiab phuam da dej.
- [] [] [] 5. Dej kub, yuav tsum kub li ntawm 105 rau 120 degrees, yog kub tshaj ntawv lawm yuav ua tau rau kub nyhiab.
- [] [] [] 6. Txhua zaug uas koj hloov diaper rau menuam tag koj yuav tsum ntxuav tes.Qhov no, yog ib qho zoo rau koj thiab koj tsev neeg kom tsis txhob muaj mob.
- [] [] [] 7. Menyuam yaus yuav tsum tau ntxuav tes txhua zaus, losyog thaum tawm hauv tsev dej (bathroom) los, ua ntej yuav noj mov.
- [] [] [] 8. Tej chav uas tsis pub menuam yaus nkag mus rau, yuav tsum muab xauv losyog npog qhov chaw qhib.